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CONSULTANT SELECTION FOR ENGINEERING SERVICES KING CITY SANITARY SERVICING TOWNSHIP OF KING, PROJECTS 73020 AND 73700

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, June 8, 2004, from the Commissioner of Transportation and Works:

1. RECOMMENDATION

It is recommended that:

1. The consulting engineering firm of R.V. Anderson be engaged to undertake the contract administration including full time site inspection for the King City Sanitary Services at an upset limit cost of \$672,800, excluding GST.
2. The Regional Municipality of York recover from the Township of King, 100% of the costs relating to local sewer and 32% of the Regional main pumping station and forcemain, to defray the cost of the non-growth portion of the works.

2. PURPOSE

The purpose of this report is to engage a qualified consultant as soon as possible to ensure timely completion of Regional works in the Township of King. This report recommends the retention of a consulting engineering firm to carry out the contract administration including full time site inspection services for the King City Sanitary Servicing, in the Township of King.

3. BACKGROUND

The Environmental Assessment for this project was completed in November 2002 and identified the need for the sanitary servicing of the community of King City. Design work for the first phase of construction is nearing completion.

The first four contracts include the main pumping station, forcemain to Yonge Street, connection the York Durham Sewage System (YDSS), and the first local sewers along King Road. The forcemain installation will be the initial contract and is scheduled for tender in August 2004 pending receipt of all required approvals.

Contract administration services are required to oversee the construction and ensure the timely completion of the work.

3.1 Scope of the Assignment

The scope of the contract administration services is limited to the construction of the main pumping station, forcemain to Yonge Street and local sewers on King Road and adjacent streets.

The scope of this assignment includes:

- Project facilitations services to ensure co-ordinated and timely delivery.
- Contract administration services including full-time site inspection, environmental monitoring and compliance, health and safety monitoring, issuance of payments, review of all shop drawings, claims management, etc. as required throughout the project.
- Specialist services including mechanical and electrical inspection.
- Co-ordination with the Township of King regulatory agencies, public and key stakeholders.

4. ANALYSIS AND OPTIONS

The following four firms were prequalified to submit written proposals for this assignment through an Expression of Interest (EOI) in 2002:

- R.V. Anderson Associates Limited.
- Conestoga Rovers.
- Earth Tech Canada Inc.
- Giffels Associates Limited.

Two of the four firms responded to the invitation and received the Request for Proposal from the Supplies and Services department.

A proponents meeting was held to provide additional information with respect to the RFP. The meeting was attended by two of the invited firms.

The final submission deadline for technical and price proposal was April 29, 2004. Only one proposal was received by the specified time being the proposal by R.V. Anderson Associates Limited.

The technical proposal was evaluated using the following criteria and was required to meet a minimum score of 40 out of 60.

- Project team qualifications.
- Project Implementation.
(Including project understanding, approach and methodology, project management and Quality Assurance and Quality Control).

The proposal by R.V. Anderson achieved the required score of 40 out of 60. R.V. Anderson's proposal included an adequate project team with a senior staff member in the role of Project Manager. This individual has extensive contract administrative experience and would be valuable to the project.

The price proposal was opened on May 27, 2004 once the technical evaluation was completed. The prices were factored into the proposal evaluation using standard procedures, as summarized in Table 1.

Table 1
Consultant Proposal Evaluation summary

Firm	Technical Score (Out of 60)	Upset Fee (excluding GST)	Financial Score (out of 40)	Total Score (out of 100)
R.V. Anderson Associates Limited	42.6	\$672,800	40.0	82.6

The fee proposed by R.V. Anderson is considered cost effective given the duration of the services, the multiple contracts for this project, and the complexities involved in the construction of the collection system. The cost is comparable with other recent projects of a similar nature.

5. FINANCIAL IMPLICATIONS

The upset limit fee for the proposed work is \$672,800, excluding GST. Sufficient funds are included in the 2004 Budget and Business Plan for this assignment.

The fee for the contract administration services was based on an assumed total duration for the four contracts of 100 weeks. The consultants quoted on the contract administration based on the assumed duration. The proposals provided The Regional Municipality of York with a “per-week” cost to establish a pro-rata cost if the contract varies from the assumed durations and approvals for any adjustments would be obtained through a Council approved process.

The project will be funded jointly by the Region and King Township, as summarized in Table 2. The four contracts included in this contract administration assignment are 65% Region works and 35% local sewers. The Township is responsible for 100% of the local sewers and 32% of the Region works, being the non-growth portion of the project. This cost sharing agreement was based on the projected flows from the built-out community.

Table 2
Township of King and York Region Cost Sharing

	Region Cost	Township Cost	Total
Region works (65%)	\$297,378	\$139,942	\$437,320
Local Sewers (35%)	-	235,480	235,480
Total	\$297,378	\$375,422	\$672,800

6. LOCAL MUNICIPAL IMPACT

This sewer will be constructed in the Township of King. It is required to address health concerns in the community of King City in the Township of King.

King Township is responsible for 100% of the work relating to the local sewers. King Township also responsible for funding the non-growth portion of the Region works, being 32%.

7. CONCLUSION

Regional staff selected the proposal by R.V. Anderson as the preferred proposal. The proposal represents the best over-all value to York Region.

The Senior Management Group has reviewed this report.